







Visit us on the Web @
www.TompkinsWorkforceNY.org

*Partners Working Together...
 Making Your Employment Connection
 For Today & Tomorrow*

February 2016

8:30 a. m. – 4:30 p. m. Monday through Friday
 171 E. State St./Martin Luther King Jr. St., Center Ithaca, Suite 241, Ithaca, NY 14850
 Phone: (607) 272-7570 Ext. 118 TTY: (607) 272-3285, Fax: (607) 272-2835
 E-mail: firststop@tompkins-co.org

Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3	4 Professional Opportunity Developers 9:00 – 11:00 a.m.	5 CORNELL Meet the Employer Information Session 1:00 – 3:00 p.m.
8 METRIX Overview 10:00 – 11:00 a.m.	9	10	11	12
15 Office Closed  President's Day	16	17 Bridging the Gap Workshop 10:00 a.m. – 12 NOON	18 Professional Opportunity Developers 9:00 – 11:00 a.m.	19
22	23 SSI/SSDI and RETURNING TO WORK 10:00 – NOON ----- Conquering the Interview Workshop 9:00 – 11:00 a.m.	24 METRIX Overview 10:00 – 11:00 a.m. ----- OLDER WORKER WORKSHOP 10:00 - NOON	25	26
29 Civil Service Workshop 10:00 – 11 a.m.				

All workshops are offered at no cost to you and will be held at the Career Center unless otherwise indicated. However, space is limited and registration is required. Please call (607) 272-7570 ext.118, or register at the front desk. Tompkins Workforce is an Equal Opportunity Employer/Employment Service.

View all New York State Career Center Events at:
www.labor.ny.gov then Individuals/Job Seekers/Career Events

FEBRUARY 2016 WORKSHOP DESCRIPTIONS

Professional Opportunity Developers Group Meetings: Thursdays, February 4th, and 18th from 9:00 – 11:00 a.m.

Network with people who previously held executive level or highly technical positions.

Cornell University Meet the Employer Session: Friday, February 5th, 1:00 – 3:00 p.m.

A Cornell Human Resources representative will discuss job search tips, application process and overall information about working at Cornell University.

Metrix E-Learning Information Sessions:

Overview Sessions are on: Monday, February 8th and Wednesday, February 24th from 10:00 – 11:00 a.m.

Metrix E-Learning is an online skills and job-related training program that contains over **6,000 Courses**.

Courses range in topics from accounting, leadership, healthcare, and computer programming, etc.

Once registered, customers have accounts with unlimited access for 90 days.

Please note: This workshop requires a mid-level competency with computers.

If you want to learn basic computer skills, please speak with a counselor at the Resource Desk.

Bridging the Gap Workshop: Wednesday, February 17th from 10:00 a.m. - NOON

Thinking about going to school for a certificate or a degree? Are you thinking about training to improve skills or to learn a new skill? Do you need information on what's available locally, who to talk to and how to begin? The Bridging the Gap Workshop will cover what is available locally for training, degree programs, certificates, and funding sources. It will also cover local labor market information to help provide the guidance needed to make such a valuable career decision.

Conquering the Interview Workshop: Thursday, February 23th from 9:00 – 11:00 a.m.

Preparing for your job interview can be a challenge. This course will help you to overcome this challenge by teaching you how to: research and prepare prior to an interview, what to expect during an interview, how to follow up after an interview, and how to avoid common problems.

Social Security and Return to Work Workshop:

Tuesday, February 23rd from 10 a.m. – NOON

Topics will be: 1.) How benefits can be affected by paid employment, 2) Health insurance and work, and 3) Work Incentives for beneficiaries.

Job Search Tips for Older Workers: Wednesday, February 24th from 10:00 a.m. - NOON

Is age discrimination real? Have you ever been called "over qualified"? Are older adults being stereotyped? Discuss these topics and more in a forum for job seekers who are considered "older." Topics will include myths about the older worker, changes in job search methods, realities of the current job market, and ways to deal with them.

Civil Service Workshop: Monday, February 29th from 10:00 – 11:00 a.m.

Learn how to look up exam and vacancy information for various forms of government. Will look at the application process and provide an understanding of navigating the process.

